



WESTFIELD-WASHINGTON
ADVISORY PLAN COMMISSION
WORKSHOP MEETING
November 2, 2009
0910-DP-08 & 0910-SIT-06

PETITION NUMBER:	0910-DP-08 & 0910-SIT-06	
SUBJECT SITE ADDRESS:	1621 Greyhound Pass	
PETITIONER:	Bussell Family Funerals, Inc.	
REPRESENTATIVE:	Ron Bussell	
REQUEST:	Development Plan Review for a proposed building addition of approximately 1,015 square feet on approximately 1.0 acre in the GB District	
CURRENT ZONING:	GB	
CURRENT LAND USE:	Office	
APPROXIMATE ACREAGE:	1.0	
ASSOCIATED PETITIONS:	None	
EXHIBITS:	<ol style="list-style-type: none">1. Staff Report2. Aerial Location Map3. TAC Letters4. Petitioner's Plans	
STAFF REVIEWER:	Kevin M. Todd, AICP	
ZONING HISTORY:	96-AP-1	Original DP, <i>Approved</i>
<u>PETITION HISTORY</u>		
This petition was reviewed at the September 22, 2009 Technical Advisory Committee Meeting. This petition will be presented at the November 2, 2009 Advisory Plan Commission Workshop Meeting.		
<u>PROCEDURAL</u>		
<ul style="list-style-type: none">○ Requests for Development Plan Review and Site Plan review are required to be considered at a public hearing. The Public Hearing for this petition will be held on November 16, 2009 at the Advisory Plan Commission Regular Meeting.○ The purpose of the Workshop Meeting is to introduce petitions to the Advisory Plan Commission (the "APC"). The APC may direct comments and questions to the petitioner. No action will be taken on this petition at the November 2, 2009 Workshop Meeting.○ Notice of the November 2, 2009 Workshop Meeting was provided in accordance with the APC Rules of Procedure.		
<u>PROJECT DESCRIPTION</u>		
The subject property (the "Property") is part of an approved commercial subdivision called Village Office Plaza. The proposed development would add an attached garage to the north side of the existing structure (the "Project"). The garage would be approximately 1,015 square		



feet in size and match the existing structure. Additional improvements to the property include a drive to the new garage and new parking spaces.

DEVELOPMENT REQUIREMENTS (WC 16.04.165)

1. Zoning District Standards

	<u>PROPOSED</u>	<u>STATUS</u>
<u>Business Districts</u> (WC 16.04.050)		
A1. Group parking	NA	NA
A2. Dust-proof or hard-surface parking areas	Hard surface	Compliant
A3. Rear alley part of rear yard	NA	NA
A4. Loading/Unloading areas not required if not necessary	NA	NA
A5. Parking permitted in front yard	NA	NA
A6. Through lot, front yards provided on each street in LB, GB & LB-H	NA	NA
A7. Max building height increased if setback from front and rear property lines an additional 1 ft per 2 ft increase	NA	NA
A8. Chimneys, cooling towers, etc = no maximum height	NA	NA
A9. Plant screening abutting residential (West)	Plant screening provided	Compliant
A10. APC review and approval	Plans submitted for APC review and approval	Awaiting APC review and action
A11. No outside storage/display, except sidewalk sales	NA	NA
B. GO	NA	NA
C. GO-PD	NA	NA
D. LB	NA	NA
E. LB-H	NA	NA
F. GB	NA	NA
F1. Special Requirements	NA	NA
F2. Permitted Uses – Mortuaries; Office Buildings – General Purpose	Mortuary & Office Building	Compliant
F3. Special Exceptions	NA	NA
F4. Minimum Lot Area – None	1.0 Acre	Compliant
F5. Minimum Lot Frontage on Road – 80'	225'	Compliant



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F6. Minimum Setbacks		
<ul style="list-style-type: none"> Front Yard (East) – 60' Side Yard (North) – NA Side Yard (South) – NA Rear Yard (West) – 20' Lot Width at Bldg Line – None 	<ul style="list-style-type: none"> 60' NA NA 44' NA 	<ul style="list-style-type: none"> Compliant NA NA Compliant NA
F7. Maximum Building Height – 60'	15'	Compliant
F8. Minimum Ground Level Square Footage – None	NA	NA
F9. Parking (WC 16.04.120, 2)		
2a. Use – parking for passenger vehicles, patrons, occupants, or employees	Parking for patrons, occupants, employees	Compliant
2b. Location – on same lot as structure	Parking on same lot as structure	Compliant
2c. Computation – fractional spaces	NA	NA
2d. Collective Provisions – separate uses may provide parking collectively	NA	NA
2e. Space Size – 10'x20'	10'x20'	Compliant
2f. Access – 90 degree spaces = 24' aisle	24'	Compliant
2g. In Yards – allowed in front & side yards		
<ul style="list-style-type: none"> Blacktop Surfacing Cement Wheel Stops Access Ramps 	<ul style="list-style-type: none"> Concrete Provided NA 	<ul style="list-style-type: none"> Compliant Compliant NA
2h. Surfacing – dustless material	Concrete	Compliant
2i. Lighting – NA	NA	NA
2j. Required Spaces – 6 spaces	12 spaces	Compliant
F10. Loading & Unloading (WC 16.04.120, 1)		
<ul style="list-style-type: none"> 1 berth per business (5,000 SF – 10,000 SF) 	<ul style="list-style-type: none"> < 5,000 SF business 	<ul style="list-style-type: none"> Compliant
G. SB	NA	NA
H. LB-PD & GB-PD	NA	NA

2. Overlay District Standards (WC 16.04.070)

The Project is exempt from the U.S. 31 Overlay standards because it is a modification to a building that was in existence prior to the establishment of the overlay district.

3. Subdivision Control Ordinance

The Property is not being subdivided. The Subdivision Control Ordinance is not applicable.



4. Development Plan Review (WC 16.04.165, D3)

a. <u>Site Access & Circulation</u>			
1. Access locations	Unchanged from existing	Compliant	
2. Safe & efficient movement to and from site	Unchanged from existing	Compliant	
3. Safe & efficient movement in and around site	Safe & efficient movement provided	Compliant	
b. <u>Landscaping</u> (WC 16.06 et seq.)			
	<u>Required</u>	<u>Proposed</u>	<u>Status</u>
On-Site (Business, 9% impact)			
- Shade Trees	1	1	Compliant
- Orn/Ev Trees	1	6	Compliant
- Shrubs	3	20	Compliant
Road Frontage Shade Trees	NA	NA	NA
West Buffer Yard (60')			
- Buffer Yard (Com-SF2)	40'	40'	Compliant
- Evergreen Trees	2	4	Compliant
- Evergreen Shrubs	10	17	Compliant
Interior Parking Lot	NA	NA	NA
Perimeter Parking Lot	NA	NA	NA
Wall-Softening (WC 16.06.040, K) – plant material every 40' on ≥ 80' walls	NA	NA	NA



c. <u>Lighting</u> (WC 16.07.010)		
Outdoor lighting is not required and is not a part of the Project.		
d. <u>Signs</u>		
Sign review and approval has been delegated to staff and will be reviewed administratively under a separate application and review process.		
e. <u>Building Orientation</u>		
1. Finished façade – façades visible from public street or adjoining Residential District	Finished façade (brick) on all sides	Compliant
2. Loading spaces – not facing public street or adjoining Residential District	Facing GB District (North)	Compliant
3. Outside storage – not permitted between building line and ROW or adjoining Residential District	None	Compliant
4. Mechanical equipment – completely enclosed	Utilizing existing equipment	NA
f. <u>Building Materials</u> (<i>applicable to façades visible from public street or adjoining Residential District</i>)		
1. All brick, (OR, see Item 2 below)	Brick	Compliant
2. Two or more materials <ul style="list-style-type: none"> Primary material is brick or EIFS Primary material is minimum of 60% of each façade 	NA	NA
Façade supplemented with multiple colors, multiple textures, or architectural elements	Brick Soldier Coursing; Brick Quoins; Keystones	Compliant
I9. Traffic Impact Study – required if project exceeds 30,000 SF of office space	< 5,000 SF of office space	NA
<u>5. Comprehensive Plan Compliance</u>		
The 2007 Comprehensive Plan identifies the subject area as “Regional Commercial” (p.23). The “Regional Commercial” section of the Plan (pp. 49-51) calls for retail and office development of a larger scale and a regional draw. The proposed mortuary would predominately be used for office uses, and would serve as a transitional use between the more intense commercial to the east and the residential to the west.		



6. Street and Highway Access

The Project does not require a new curb cut or improvement to existing public rights-of-way. All existing access would be unchanged.

7. Street and Highway Capacity

The size of the Project does not warrant a traffic study.

8. Utility Capacity

There is sufficient capacity for public utilities to serve the Property.

9. Traffic Circulation Compatibility

The circulation pattern between the Property and Greyhound Pass will remain unchanged because the existing access point will remain the same.

PUBLIC POLICIES

Comprehensive Plan-Feb 2007

The 2007 Comprehensive Plan identifies the subject area as “Regional Commercial” (p.23). The “Regional Commercial” section of the Plan (pp. 49-51) calls for retail and office development of a larger scale and a regional draw. The proposed mortuary would predominately be used for office uses, and would serve as a transitional use between the more intense commercial to the east and the residential to the west.

Thoroughfare Plan-Feb 2007

There are no changes to the right-of-way for Greyhound Pass being proposed, nor is any additional right-of-way required.

Parks & Recreation Master Plan-Dec 2007

The Westfield Parks & Recreation Master Plan focuses on the build-out and development of the community’s existing parks and trail systems. The subject property is not within or adjacent to an existing park or trail.

Water & Sewer System-Aug 2005

The Property is currently on the City’s water and sewer systems.

Annexation

The Property is within the corporate boundaries of the City of Westfield.

Wellhead Protection-Ord. 05-31

The Property is not within a wellhead protection zone.



Plan Documentation

Pending compliance with any conditions, the petitioner will have provided the required documents.

<u>Required Submittals</u>	<u>Original</u>	<u>Amended</u>	<u>Status</u>
Application	09/01/09	-	Compliant
Fees	09/01/09	-	Compliant
Legal Description	None	-	Petitioner is preparing document
Consent Form	None	-	Petitioner is preparing document
Site Plan	09/01/09	10/29/09	Compliant
Demolition Plan	NA	10/29/09	Compliant
Location Map	None	10/29/09	Compliant
Landscape Plan	09/01/09	10/29/09	Compliant
Sign Plan	NA	-	NA
Lighting Plan	NA	-	NA
Building Elevations	09/01/09	10/29/09	Compliant
Access & Circulation	09/01/09	-	Compliant
Traffic Impact Study	NA	-	NA

<u>Required Procedure</u>	<u>Original</u>	<u>Status</u>
Pre-Filing Conference	08/28/09	Compliant
TAC	09/22/09	Compliant
Notice - Mail	09/25/09	Compliant
Submit Revisions	10/29/09	Compliant

STAFF COMMENTS

1. No action is required at this time.
2. This petition will be heard at a public hearing on November 16, 2009.
3. Prior to the public hearing, the petitioner is preparing and will provide the necessary exhibits as addressed in this staff report. As always, the Community Development Department staff will confirm compliance prior to this item being placed on the November 16, 2009 APC agenda.
4. If any APC member has questions prior to the public hearing, then please contact Kevin Todd at 804.3174 or ktodd@westfield.in.gov.

KMT